

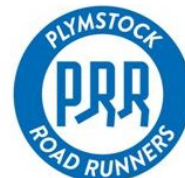


Plymstock Road Runners - AGM No. 38 Minutes

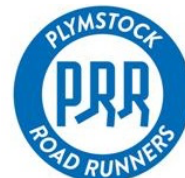
Date: 26th February 2026 at 6:15pm

Venue: St Margaret Mary RC Church Hall, Quarry Park Road, Plymstock, PL9 7BB

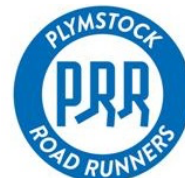
Item	Discussion	Action
1.0	Members present and apologies (GB)	
	No. members present: 19 Committee present: Linda Worsfold (LW), Graham Bale (GB), Sean Doogan (SD), Helen Metherell (HM) Apologies: Alan Jones, Becky Bale	
2.0	Acceptance of minutes from last meeting (GB)	
	The minutes of the previous meeting were accepted with no comments.	
3.0	Committee Address (SD)	
	Attached at Addendum 1 – Opening Remarks.	
4.0	Treasurer's report (LW)	
4.1	<p><u>Annual Report 25/26</u></p> <p>The Annual Summary is included at Addendum 2 – Treasurers Annual Summary 2025/26.</p> <p>This is the report for the period ending 14th February 2026.</p> <ol style="list-style-type: none"> 1. As at 14 February the club had total funds of £4,354 (previous year £5,338). 2. Membership numbers at 74 are 6% lower than last year (previous year 79). The 74 members are broken down as follows: 57 renewals, 8 new members, 7 rejoining and 2 life members. 3. The Seniors section closed with £2,147, a decrease of £844. Excluding the £695 expenditure on the gazebo (there was a £500 EA grant received in the prior year), the net deficit of operating the Seniors section was £149. Per full-time equivalent member the cost was £22 compared to the £20 membership fee. 4. The Juniors section closed with £1,116, a decrease of £141 - the cost of the medals. 5. There was no Muddy Duck race this year so the closing balance is unchanged at £1,091. <p>An expression of thanks is expressed to Sophie Easter who reviewed the PRRs reports for 2025/26.</p>	



4.2	<p><u>Budget 26/27</u></p> <p>The 2026/27 Budget is included at Addendum 3 – Treasurers Budget 2026/27</p> <ol style="list-style-type: none"> 1. The budget for next year assumes the bank balance will decrease by £692 to £3,662. 2. The cost of operating the Seniors section is budgeted to be £29 per member compared to the proposed membership of £22 based on 65 members. 3. The budget includes £200 for training as it is unlikely there will be grants available. 4. The budget allows for a potential increase in the church hall rental. 5. The Juniors section assumes medals/engraving expenditure of £250 with no further income. At this level of expenditure there are sufficient funds for another 4 years. 6. The Muddy Duck section assumes any surplus generated from a club race will be distributed in the same financial year. Assuming the race would make a surplus this would leave a balance of £1,100 to fund the following year's race. <p>The 26/27 budget is unanimously approved by members present.</p>	
4.3	<p><u>Club and EA Fees from April 2026</u></p> <p>The membership fee proposal for the year ending 31st March 2027 is as follows:</p> <p style="padding-left: 40px;">Full year - £22 From 1st Sept - £15 From 1st Jan - £8</p> <p>The EA athlete affiliation fee is increasing from £20 to £23 (optional).</p> <p>The club fee proposal is unanimously accepted by members present.</p>	
5.0	Declaration of Officers and Committee (GB)	
5.1	<p><u>Re-election of existing Officers and Committee</u></p> <ul style="list-style-type: none"> • Linda Worsfold – <i>Club Treasurer and Membership Secretary</i> • Sean Doogan – <i>Club Social Secretary</i> • Helen Metherell – <i>Club Communications & Digital Officer</i> <p>The above re-election is unanimously accepted by members present.</p>	



5.2	<p><u>Nominations of offers to serve on the Committee</u></p> <p>There are no nominations to fill vacant posts.</p> <ul style="list-style-type: none"> • Vacant position – <i>Club Chairperson</i> • Vacant position – <i>Club Secretary</i> 	
5.3	<p><u>Non-Committee/Committee Positions</u></p> <ul style="list-style-type: none"> • Zoe Anning (ZA) – <i>Club Welfare Officer</i> • Vacant position – <i>Club Captain (Ladies)</i> • Vacant position – <i>Club Captain (Men)</i> • Vacant position – <i>PRR Race Director</i> <p>Addendum 4 – Committee Expression of Interest outlines club post descriptions for any members interested.</p> <p>PRR has not run a club race for 18 months now and no race is planned for 2026. Steve Rose is standing down as Race Director, so any offers of interest to take on the mantle of running a race will be appreciated by the club.</p> <p>Steve also wishes to hand on the Schools Cross Country race events as well for 2027; if no one takes it on, next year will be the last one.</p> <p>An expression of thanks was expressed to Steve for the many years of organising and directing both the Duck Ponds 7k and Muddy Duck 10k races, along with the Primary Schools Cross Country races.</p> <p>James Mann expressed an interest in taking over the Primary Schools Cross Country events.</p>	
6.0	England Athletics (EA) Club Standards/Affiliation Update (LW)	
6.1	<p>England Athletics have produced a set of Club Standards in line with legal legislation to help clubs understand what they should have in place for good governance and duty of care.</p> <p>The club standards are on the PRR website at: https://plymstockroadrunners.co.uk/insurance/ .</p> <p>There is a requirement to have a club coach for under 18s, but strongly recommended for adults. We should therefore be moving towards having a qualified coach. The proposal for the club to only register as ‘adult only’ was agreed by members present.</p> <p>To meet EA Club Standards for affiliation, a club secretary is a requirement.</p>	LW, HM



7.0	Any other business (All)	
7.1	Notice: We have no Club London Marathon Place for 2026.	
7.2	<p>Club Coach - LiRF/CiRF training</p> <p>Further to 6.1 above, ideally, PRR should have a trained 'Leaders in Running Fitness' (LiRF) and Coaches in Running Fitness (CiRF). The club will finance training for anyone who is interested. The Committee will produce a list of expectations for any club member who volunteers and undertakes the training.</p> <p>Sean Doogan is currently undertaking the LiRF training and Tom Gurry has agreed to commence the training, the costs are funded by the club.</p>	



Addendum 1 – Opening Remarks

Hello friends and welcome to this year's Plymstock Road Runners AGM

We are sure you will agree that it has been another great year for the Plymstock Road Runners. We've participated in various events over the course of the last twelve months, whether they are social club runs, park runs, 5ks, 10ks, half marathons, marathons or ultras. We have supported and motivated each other every step of the way, all of us connected by our love of running.

Highlights of the year....

- The weekly commitment of Alan Jones running our weekly Monday training sessions come rain or shine, and despite health problems this year. He always offers a variety of challenging sessions and plenty of encouragement, as well as organising his Saturday morning runs from Deans Cross car park. Not to mention his exceedingly good homemade mince pies which Alan kindly brings along for our Christmas Club Run!
- The continued and persevering efforts of Steve Rose and our volunteers organising and supporting the primary school's cross-country events over February and March for our local schools. I know several events have had to be cancelled due to the bad weather and water-logged tracks, but thank you Steve for all your hard work and good luck with Friday's races.
- We also thank James Mann who stood as Club Captain (Men) on the Committee for during the earlier part of the year with the enthusiasm and encouragement he brought to the club.
- The club runners who took part in the London Marathon in April, with no club place allocated to the club this year, Clare Honeychurch, Brett Jones, Helen West and Graham Bale all representing our fantastic club. Graham was awarded 1st place in the Men's 60-64 age category with a time of 2:48:19.
- As an aside, Graham represented PRR "in the Big Apple" at the New York Marathon in November 2025. Graham was invited to take part by the Abbott World Marathon Majors as part of the 2025 Marathon Tours and Travel Age Group World Championships, after his fabulous time in the 2026 London Marathon. His time of 3:22:07 might not have been what he was aiming for, but considering he got injured during the race he should be proud of that time.
- There was a brilliant club turnout for the Plymouth Running Festival in April, with 9 members completing the half marathon, 2 members completing the 10k and 3 members completing the 5k. There were lots of royal blue shirts on show on the day with great support and encouragement along the way.
- Marshalling and supporting the Armada Networks Saltram 5k in June. An amazing turnout, and positive publicity for our running club, made even better by the supply of Pimms and cupcakes at the end of the evening!
- We also had lots of members taking part in many events over the summer months, including the Ivybridge 10k, the Burrator 10k, the Cornwood 10k, the Buckland Bounder, the Magnificent 7, Muskie Madness, and Storm the Fort. A great club turnout and a real camaraderie among those who took part.



- The Erme Valley relays were also in June, with 2 teams of four taking part. Always a great event, and we hope for a bigger turnout for the relays this year.
- Our belated “Fab-yule-lous” Christmas party in January was a resounding success yet again. The Plymstock Oaks Rugby Club again proved to be a great venue, the food was fantastic and the music provided by All About Iris got us all up dancing. A big THANK YOU needs to go out to Sean for arranging this and Zoe, Linda and Helen for all their hard work making the dining room look amazing and ensuring the evening went so well.
- Graham and Becky Bale were both winners of the 2025 Armada Athletics Network Grand Prix for the highest points for Plymstock Road Runners. If you want to take part this year for the 2026 Grand Prix, the next qualifying race is the Armada 5k taking place at Saltram in early April (dates TBC). The Grand Prix race list for 2026 is not yet published.
- Jill Rose also needs to be thanked for her “behind the scenes” work providing the tea, coffee, squash and biscuits that we happily consume on a weekly basis!
- It is with great sadness but immense gratitude that we say goodbye to Graham Bale as the Club Secretary of our PRR committee. I am sure everyone will agree that Graham has been a stalwart member of the club over his time as a committee member. He has worked tirelessly over the years, promoting the club, attending Armada Network meetings, running training sessions and supporting club members on their running journeys. Graham is standing down from the committee for personal reasons, but will continue to be part of our club. I am sure you will join me in thanking him for all his work behind the scenes helping to ensure our club continues to thrive and grow.
- And finally, thanks to you lot for attending all the social runs we organise - whether that is the Saturday morning runs from Morrisons, the monthly Plymouth Coastal Runner TTs the trail runners among us get together for, or any of the breakfast runs that I’ve organised.

We believe that the Plymstock Road Runners, despite being a small club is in a good place now, with a great buzz around the place and everyone enjoying their running and supporting each other. It has been brilliant to see several new runners joining the club over the past twelve months, as well as past members returning to the club and getting back into their running. It is a pleasure to be part of your running club committee and we thank you for your support. We hope the club continues to go from strength to strength over the next 12 months.



Addendum 2 – Treasurers Annual Summary 2025/26

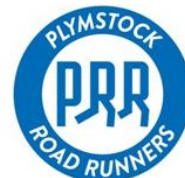
Plymstock Road Runners - Annual summary as at 14 February 2026

	24/25 £	25/26 £	Variance £	Comment
Seniors				
Income				
Membership fees	1,242	1,370	128	Fees £20; 74 members including 2 life
EA athlete fees	494	360	(134)	18 athletes in 25/26
Club kit	10	10	0	
Erme Valley & Christmas relays	103	52	(51)	EV - £32, Xmas - £20
Summer quiz	320	0	(320)	32 @ £10
Party - January	1,519	2,181	662	
Defib battery/pads	83	38	(46)	Church contribution
England Athletic	500		(500)	Gazebo grant
Cross Country league	54	12	(42)	
Total income	4,325	4,022	(303)	
Expenditure				
England Athletics	200	205	(5)	
Association of Running Clubs	33	99	(66)	1/3 of fee
Armada Network	40	40	0	
EA athlete fees	475	360	115	18 athletes @ £20
Erme Valley relays	100	52	48	
Cross country league	70	0	70	
Refreshments	81	109	(28)	
Hall rent	795	785	10	52 @ £15 plus 1 additional half hour
Summer quiz	229	0	229	
Party - January	1,584	2,125	(541)	£56 surplus
Prizes	23	0	23	
Website refresh/amends	0	50	(50)	
Website hosting	90	95	(5)	
Domain renewal	19	31	(11)	2 years
Defibrillator pads	230	0	230	50% contribution by church
EA training	25	170	(145)	Welfare £10, LIRF (SD) £160
Gazebo	0	695	(695)	
Bank charges	0	51	(51)	
Total expenditure	3,994	4,866	(872)	
Net income/(expenditure)	331	(844)	(1,175)	
Balance brought forward	2,659	2,991	331	
Balance carried forward	2,991	2,147	(844)	
Juniors				
Expenditure				
Schools cross country	141	141	0	Medals: yrs 4 - 6
ARC affiliation fee	33	0	33	Allocation of ARC affiliation fee
Total expenditure	174	141	33	
Net income/(expenditure)	(174)	(141)	33	
Balance brought forward	1,431	1,257	(174)	
Balance carried forward	1,257	1,116	(141)	
Muddy Duck				
Income				
Race entry	1,080		(1,080)	
Fun run entries	82		(82)	
Total income	1,162	0	(1,162)	
Expenditure				
Bar code scanners			0	
Donation	779	779		Jeremiah's Journey, Dartmoor Search & Rescue
First aid	120	120		
Fun run medals	0	0		
Labels	0	0		
Portable loos	288	288		
Portable loos insurance	60	60		
Prizes	45	45		
Race permit	25	25		
Sport Systems	90	90		
Stopwatch	0	0		
Sundries	32	32		
Affiliation fee	33	33		
Total expenditure	1,472	0	1,472	
Net income/(expenditure)	(310)	0	310	
Balance brought forward	1,401	1,091	(310)	
Balance carried forward	1,091	1,091	0	
Closing balance				
Seniors	2,991	2,147	(844)	
Juniors	1,257	1,116	(141)	
Muddy Duck	1,091	1,091	0	
Total carried forward	5,339	4,354	(985)	
Bank				
Cash	5,338	4,354	(985)	
	0	0	0	
	5,338	4,354	(985)	

Report reviewed by:

Signature:

Date:



Addendum 3 – Treasurers Budget 2026/27

Seniors					26/27		
Description	25/26 Budget £	25/26 Actual £	Variance to 25/26 Budget £	Comment	Budget £	actual £	Assumptions
Income							
Memberships	1,300	1,370	70	budget - 65 members @ £20; actual 74 members inc 2 life members	1,430	61	65 members @ £22
EA athlete fees	400	360	(40)		345	(15)	increasing from £20 to £23; assume 15 athletes
Club kit		10	10			(10)	
Christmas meal/quiz	2,000	2,181	181		2,000	(181)	
Races	150	64	(86)	Erme Valley & Christmas relays, Cross Country league	75	11	Relays
Other		38	38	Defib battery	35	(3)	Church contribution - defib pads
Total income	3,850	4,022	172		3,885	(137)	
Expenditure							
Affiliations	344	344	-		349	(5)	EA £210 (£205); ARC £99, Armada Forum £40
Rent	842	785	57		842	(57)	13 payments @ £60 plus say 8% inflation
Refreshments	100	109	(9)		125	(16)	tea, coffee, mulled wine etc
EA athlete fees	400	360	40		345	15	15 athletes @ £23
Prizes - relay	50	-	50		20	(20)	
Charity and gratuities	50	-	50		50	(50)	
Miscellaneous	25	-	25		25	(25)	
Party	2,000	2,125	(125)		2,000	125	
Replacement kit	700	695	5	Gazebo - EA grant	-	695	EA grant rec'd in 24/25
Website maintenance	75	50	25		75	(25)	
Website hosting	100	95	5		100	(5)	
Races	150	52	98		75	(23)	Erme Valley relays
Training	200	170	30		200	(30)	1 x LiRF
Domain renewal	-	31	(31)	2 years	-	31	Due in 27/28
Defib pads	-	-	-		70	(70)	
Bank charges	60	51	9		51	-	
Total expenditure	5,096	4,866	230		4,327	539	
Net surplus/(deficit)	(1,246)	(844)	402		(442)	402	
Juniors							
Schools cross country	250	141	109		250	(109)	Medals, shield engraving
Total expenditure	250	141	109		250	109	
Net surplus/(deficit)	(250)	(141)	109		(250)	(109)	
Muddy Duck							
Income	1,074	-	(1,074)		1,074	1,074	100 @ 10, 37 @ £2
Expenditure							
Portable loos/insurance	350	-	(350)		350	(350)	
Prizes	50	-	(50)		50	(50)	
Sports System licence	90	-	(90)		90	(90)	
Other - first aid, race permit	250	-	(250)		250	(250)	
ARC affiliation fee		-	-			-	
Donation re 24/25 race	334	-	(334)		334	(334)	To match net surplus in year
Total expenditure	1,074	-	(1,074)		1,074	1,074	
Net surplus/(deficit)	-	-	-		-	-	
Closing bank and cash							
	£ Budget	£ Actual	£ Variance		£ Budget	£ Variance	
Seniors	1,745	2,147	402		1,705	(442)	
Juniors	1,007	1,116	109		866	(250)	
Muddy Duck	1,091	1,091	-		1,091	-	
	3,843	4,354	511		3,662	(692)	



Addendum 4 – Committee Expression of Interest

Plymstock Road Runners - Committee Post Descriptions

An exciting opportunity awaits you to take the lead and steer the Plymstock Road Runners club towards achieving its vision and goals. If you are driven to make a positive impact and contribute to the club's success, we invite you to consider one of the many committee roles.

Should you have any questions or require further information, please don't hesitate to reach out to us at info@plymstockroadrunners.co.uk. Alternatively, you can approach a committee member during Monday's training or Thursday's club session for a face-to-face discussion. We appreciate your participation!

Club Chair

Role involves managing the committee and general meetings, ensuring effective teamwork and club management. You ensure committee members fulfil their responsibilities and conduct meetings that allow everyone to have a say and make decisions. You represent and promote the club, acting as a central source of information and encouraging participation. You welcome and encourage all members of the club. Ensure compliance with club and affiliated body rules.

Club Secretary

Role involves planning and organising committee and general club meetings, notifying members about meetings, preparing and distributing meeting agendas, writing and distributing meeting minutes and action plans, organising the Annual General Meeting (AGM) agenda and committee elections, keeping permanent records of AGM and committee meeting minutes, ensuring the club constitution is up to date and displayed on the website.

Club Captain (Ladies)

Role involves encouraging all members to participate in club events and other running-related activities. You assist in organising teams for local, races and relay events, catering to all levels and abilities. Recognising individual achievements and sharing them with the club. You maintain a motivating presence through in-person interactions at training sessions, events, and socials, as well as through social media platforms. Lastly, you actively welcome and support new members joining the club.

Club Captain (Men's)

Role involves encouraging all members to participate in club events and other running-related activities. You assist in organising teams for local, races and relay events, catering to all levels and abilities. Recognising individual achievements and sharing them with the club. You maintain a motivating presence through in-person interactions at training sessions, events, and socials, as well as through social media platforms. Lastly, you actively welcome and support new members joining the club.



Club Social Secretary

Role involves and facilitates club social events including booking venues, organising catering and where appropriate entertainment for the following events: Breakfast runs, monthly club night meal, club socials including Christmas. Manage the club night refreshments rota. You create enjoyable and memorable social experiences for club members, fostering a sense of community and camaraderie within the club.

Club Treasurer & Membership Secretary

Role involves various financial responsibilities. You are a signatory to the club's bank account and serve as the main point of contact for the club's bank. You ensure that all bills are paid in a timely manner. Prepare financial statements and reports for committee meeting and present at the Annual General Meeting (AGM). Updating and maintaining accurate records of club memberships, subscriptions, and members' affiliations with EA (England Athletics), managing membership fees and responding to inquiries from potential members, assisting with membership transfers, sending welcome emails to new members, providing regular updates to the Committee regarding membership numbers. Acting as a club DBS verifier, ensuring members in roles requiring DBS clearance are up to date and valid, and maintaining the EA Portal with the necessary details.

Club Welfare Officer

Role involves responding to any concerns or issues related to the safety and well-being of members. You handle these matters in a confidential and sensitive manner. You work in accordance with the club's safeguarding policy and procedures to promote the safety and well-being of all members.

Club Communications & Digital Officer

Role involves managing and updating the club's website, social media channels, and SPOND with regular news content, races reports, events. You help keep club members informed, engaged, and connected with the club's activities and events.